January 11, 2005



January 11, 2005 10:30 AM – 12:30 PM

Sacramento Area Council of Governments (SACOG)

1415 L St. Suite 300 Sacramento, CA 95814 Olin Woods: (916) 340-6220

	Facilitator: Muhaned Aljabiry			
	Recorder/Time Keeper: Abhijit Bagde			
	Agenda topics			
Item	Description		Time	Presenter
1	Topics/Agenda/Introductions		10:30	M. Aljabiry
2	Ground Rules		10:40	M. Aljabiry
3	Approval of the 10/12/2004 CFPG meeting minutes.		10:45	M. Aljabiry
4	Announcements and updates		10:50	All
5	Follow-Up Items from last meeting:		10:55	
	Set-up meeting with CT, FHWA and FTA to discuss how to handle financial changes after 2004 FSTIP approval.	Done		СТ
	2. Formation of taskforce for "Support costs in CTIPS"	Done		CT/MPOs
	3. Annual listing Taskforce meeting	Done		R. Ayala
	4. Template for MOU bet. CT, MPO and transit operator for expedited project selection procedures.	Done		СТ
	5. Amendments for STIP, FTA 5311 and HBRR to FHWA/FTA	ASAP		MPOs/CT
	6. Information on "Auxiliary Lane" criteria to MPOs	ASAP		CT
6	Update on the Federal Approval of the FSTIP (5 min)		11:15	R. Falsetti-CT
7	CMAQ taskforce to improve CMAQ eligibility determination (10 mir	C. Gomes-CT		
8	Expedited Project Selection Procedures (Ref. 23CFR450.332) (10min)	R. Falsetti-CT		
9	Programming of AB 3090 projects in the FTIP (10 min)		11:40	A. Bagde-CT
10	Support Cost in CTIPS (5 min)		11:50	Taskforce

11	Electronic Submittal of Amendments to State (5 min)	11:55	M. Aljabiry
12	Programming prior to CTC action on STIP and TE projects. (5 min)	12:00	M. Aljabiry
13	Access to FIMIS (15 min)	12:05	FHWA
14	Common Data Model Wrap Up (5 min)	12:20	D. Nguyen-CTIPS
15			
16	Open Forum & Next meeting date and location February 22, 2005 FHWA April 5, 2005 MTC May 17, 2005 CT June 28, 2005 SACOG	12:25	All

		Name	Agency	Email	Telephone
1	Р	Abhijit Bagde	CT-HQ	abhijit_bagde@dot.ca.gov	(916)654-3638
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41		Bob Lowrie	CT-D 11	Bob.lowrie@dot.ca.gov	(619)688-6784
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		1 3 3 3 1 1 1 1 1 2 2 1	1		(3.5).55 5.52

53	Jerome Wiggins	FTA	Jerome.wiggins@fta.dot.gov	(415)744-2819
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P= In person T= Teleconference N= Not attending Blank= No response

DRAFT <u>CALIFORNIA FEDERAL PROGRAMMING GROUP (CFPG)</u> MEETING MINUTES – January 11, 2005

The CFPG meeting was held at SACOG in Sacramento from 10:30 to 12:00.

1. Topics/Agenda/Introductions:

Meeting started with self-introduction of attendees and review of the agenda items.

2. Ground Rules:

Muhaned Aljabiry went over the following ground rules for the meeting,

- Since there are phone participants, everyone who speaks should state his/her name and agency.
- Keep comments as brief as possible
- Stick to the current agenda item. Additional items not in the agenda will be added to the end and will be discussed if time permits.
- Turn off cell phones and limit interruptions
- This is a forum to hear everyone's concerns comments and suggestions. Please make sure your voice is heard.
- Facilitator to ask before moving on to the next item if anyone on the phone has any additional comments on the item, then pause for a few seconds.
- Respond to follow up items and meeting notices by the deadlines.
- Except for follow up items, the minutes will include discussions that take place during the meeting only. If you do not want what you say during the meeting included in the minutes, state "off the record".
- When not speaking, phone participants to keep their phones on mute if possible.

3. Announcements/Approval of the 10/12/04 CFPG meeting minutes:

Rachel Falsetti introduced Tracy Martinis as a new staff member in the CT-FTIP Office. One of Tracy's assignment includes posting the FTIP amendments and FTIP/FSTIP related information on CT-FTIP website (http://www.dot.ca.gov/hq/transprog/fedpgm.htm). Muhaned requested the group to review the contact list posted on the above website and provide any changes to him. Leigh Levine announced that the one-day Federal Financing class has been postponed. FHWA will announce the revised schedule at a later date.

Meeting minutes for October 12, 2004 CFPG meeting were approved without comments or changes.

4. Follow-up items from last meeting:

1. Set-up meeting with CT, FHWA and FTA to discuss how to handle financial changes after 2004 FSTIP approval.

Rachel stated that FHWA/FTA will review the financial constraint of the 2004 FSTIP once the 2005/06 California State Budget is announced and FHWA will issue directions based on the budget in June 2005. She also encouraged MPOs to process any FTIP amendments prior to July 1, 2005.

2. Formation of taskforce for "Support costs in CTIPS" Item completed. See Item No. 9 below.

3 Annual listing Taskforce meeting

Item completed. No future meetings will be scheduled.

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4. Template for MOU between CT, MPO and transit operator for expedited project selection procedures.

Item completed.

- 5. Financial Plans for STIP, FTA 5311 and HBRR to FHWA/FTA
 Rachel Falsetti told the group that the CT-FTIP Office has been receiving amendments from MPOs aligning their FTIPs with the revised revenue assumptions for the above programs. Once approved by CT, these amendments are being forwarded to FHWA/FTA for approval
- 6. Information on "Auxiliary Lane" criteria to MPOs Item completed.

Mike Brady, CT – Conformity Coordinator, stated that Auxiliary Lane projects are not air quality exempt projects and are required to be included in the region's conformity model. He also stated that these projects are regionally significant projects.

If the project is located outside the urbanized area and classified as a "Truck Climbing Lane" project, this type of project may be modeled as an air quality non-exempt project in the conformity model.

5. Update on the Federal Approval of the FSTIP:

Rachel Falsetti informed the group that some of the MPOs have submitted amendments to CT which corrected the programming in their FTIPs for STIP, HBRR and FTA 5311 program per available revenue assumptions. Rachel also reminded the group of the deadline of April 1, 2005 for complying with conditions and limitations placed in the federal approval of 2004 FSTIP. Rachel also said that the amendment conditions on SHOPP has been lifted by FHWA.

6. CMAQ taskforce to improve CMAQ eligibility determination :

Cathy Gomes stated that a Task Force is being created to improve the CMAQ eligibility determination process and annual reporting process. She informed the group about FHWA's new nationwide database regarding the annual reporting and announced that CT may transition to the new database by the next year. The Task Force will include CT-FTIP Office, CT-Local Assistance, MPO representatives, FHWA, and possibly ARB.

Steve Luxenberg told the group that MPOs will be able to input project information into the database. Steve also stated that CT would review and approve the information and inform FHWA when done.

Rachel Falsetti announced that CT transmitted actual FFY 2003/04 RSTP and CMAQ apportionments to MPOs in December 2004. Though these apportionments are higher than the estimates CT provided in April 2004 for the development of 2004 FTIPs, guidance from FHWA-HQ is to base estimated apportionments on an average for the FYs of TEA-21. She also mentioned that FHWA has allowed CT to use 15% increase from the prior FY, which is still more than the average value of apportionments from FY 1997/98-2003/04. Therefore, CT will not revise the original estimates provided to MPOs for FYs 2004/05, 05/06 and 06/07.

7. Expedited Project Selection Procedures: (Handout No. 1)

Rachel Falsetti told the group that the template for the draft Expedited Project Selection Procedure MOU between Caltrans, MPO and transit operator has been sent to all MPOs electronically. MPOs are required to modify the template based on the project selection procedures applicable to their region and modify the table from the template accordingly. This agreement needs to be signed by MPO Executive

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Director. Rachel announced that CT has received such agreement from SANDAG (Handout No. 2) and is engaged in discussion with MTC on the agreement MTC already has in place. A copy of the agreement will be forwarded to FHWA once signed.

8. Programming of AB 3090 project/ GARVEE projects in the FTIP: (Handout No. 3 & 4) Abhijit Bagde discussed the procedure for programming AB 3090 Agreement project in the FTIP. He also discussed the FTIP programming process for GARVEE projects.

9 Support Cost in CTIPS:

Muhened Aljabiry stated that the Task Force has concluded that the support costs shall be included with the corresponding capital costs in CTIPS for the STIP projects; no change is required for SHOPP projects as these projects are grouped together and all costs are programmed under the construction phase. He also mentioned that CT will send out a survey to all MPOs to get consensus whether to incorporate this change for the 2004 FSTIP cycle or wait till the development of 2006 FTIPs. CT recommends that the change be implemented in the 2006 FSTIP. Doug Nguyen told the group that it is possible to achieve the change in CTIPS, but he would like to initiate the change once the business practice is finalized.

10. Electronic Submittal of Amendments to State:

Muhaned Aljabiry stated that submitting amendments electronically to CT-FTIP Office would expedite the CT approval process as it would reduce the mail delivery time. He also stated that the original copies of the amendment should be mailed to CT.

11. Programming prior to CTC action on STIP and TE projects:

Rachel Falsetti told the group that MPOs may program TEA projects in their FTIPs ahead of CTC allocation, but CT will not approve those FTIP amendments till CTC has allocated funds to the proposed TEA projects.

12. Access to FIMIS:

Wade Hobbs told the group that application forms for the access to FIMIS database will be distributed to MPOs. MPOs are required to complete the forms and submit them directly to FHWA Attn. Wade Hobbs.

13. Common Data Model Wrap Up:

Doug Nguyen announced that the consultant hired by the CT has completed data model that will link FADS, LP2000 and CTIPS databases. He also stated that the next step will be implementation and it may take up to three years for completion. The new data model will be developed in Oracle.

14. Open Forum & Next Meeting Date and Location:

2005 CFPG Meetings:

DATE	LOCATION
February 22, 2005	FHWA
April 5, 2005	MTC
May 17, 2005	CT
June 28, 2005	SACOG

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FOLLOW UP ITEMS:

Item	Topic	Who	When
6	Send names to Cathy Gomes – CT for formation of taskforce for "CMAQ eligibility determination and improve reporting process"	MPOs	ASAP
6	Official direction from FHWA for programming levels for CMAQ and RSTP programs	CT – FTIP	Soon
9	Send survey to MPOs whether to implement change in CTIPS for combining support costs with capital costs for 2004 FSTIP or wait till 2006 FTIP development.	CT – FTIP	Soon
	Send Link to MPOs for the Congretional Report	CT -FTIP	Soon

PROGRAMMING OF AB 3090 REIMBURSEMENT OR REPLACEMENT PROJECT IN THE FTIP/FSTIP

- A local agency that is considering the use of an AB 3090 reimbursement or replacement agreement should notify RTPA/MPO for its area as soon as possible to give that agency sufficient time to ascertain air quality conformity requirements, if any, that may be necessary to accommodate the delivery of the project earlier than programmed.
- FHWA/FTA will not approve the FTIP amendment until CTC approves STIP amendment.
- Reimbursement projects will need to be programmed in the FTIP. The reimbursement project, similar to GARVEE bond debt service project, does not require air quality conformity analysis, as it is not a real construction project. The AB3090 project is subject to air quality conformity analysis requirements.
- Replacement projects will need to be programmed in the FTIP once the details are available. In the case of replacement projects, the original AB3090 project will only need to be programmed in the FTIP if it is regionally significant or is non-exempt.

ORIGINAL STIP PROJECT PROGRAMMED IN FTIP

Rural Non-MPO - Federal Transportation Improvement Program

(Dollars in Thousands)

					Local	Highway Sy	ystem						
DIST:	01	COUNTY:	Hu mboldt County	ž.	(DESCRIPTIO	•				MPO Apr	V: 77		
ROUTE:		PM:	·	Reuts	e 101 Widening	(2-4 b nes				State Apr	v: 77		
PPNO:	64684	KP:								Federal A			
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CTIPS ID): 230-0000-007	5		į									
MPLEM	ENTING AGENO	Y. Arcata.C	ity of			PRJMGR:	······································			EPATAB	LE II or III EX	EMPT CATEGO	ORY:
		, .	.,			PHONE:							
PROJE	CTVERSION	V HISTORY	(Printed Version is St	a ded)					Dollars	in Thousa	inds - Total	For Project	
version	<u>Stantus Of</u>	<u>icial Date</u>	Updated By Change	Reason				Amend No.	Prog	Con I	Prog RW	<u>PE</u>	
1	Active 10/	08/2004	MPOBAGDE (Nome)			DOE SELECT		5/34/6 R/4		10,000	10,000	1,000	
					PRIOR	04/05	05/06	06/07	07/08	<u>08/09</u>	09/10	BEYOND	TOTAL
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	••	•	· • • • • • • • • • • • • • • • • • • •	CON					35,000				35,00
- Pundin	g Agency: Arcati	a, City of		TOTAL			8 80	8,800	35,000				44,68
					PRIOR	04/05	05/06	06/07	07/08	08/09	99/10	BEYOND	TOTAL
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- 1 6 114 1	JP e. Otale Casii			CON					5,000				5,00
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Proje	ct Total				PRIOR	04/05	05/06	06/07	07/08	08/09	01/10	BEYOND	TOTAL
				PE			1,000						1,000
				RW				10,000					10,000
				CON					40,000				40,000
				TOTAL			1,000	10,000	40,000				51,000
									•				•

Original project data transferred from the STIP

PROJECT ADVANCED USING AB 3090 PROVISIONS FOR REPLACEMENT AND REIMBURSEMENT PROJECT

Rural Non-MPO - Federal Transportation Improvement Program (Dollars in Thousands)

Local Highway System TITLE (DESCRIPTION): DIST: COUNTY: Humboldt County MPO Apro: Route 101 Widening (2-4 tames (5tip AB 3090)) ROUTE: PM: State Apro: IIPPNO: 64684 KP: Federal Apro: // 6461 3516 MPO ID: CTIPS ID: 230-0000-0075 EPATABLE II or III EXEMPT CATEGORY. IMPLEMENTING AGENCY: Arcata, City of PRJMGR: PHONE: PROJECT VERSION HISTORY (Printed Version is Shaded) Dollars in Thousands - Total For Project Version Status Official Date Updated By Change Reason Amend No. Prog Con Prog RW 1,000 1 Active 19/98/2004 MPOBAGDE (None) 40,000 10,000 <u>PRIOR</u> 09/10 BEYOND <u>TOTAL</u> 04/05 05/06 1.000 1,000 • Pund Source 1 of 1 PE RW 10,000 16,000 • Fund Type: Local Transportation Funds 40,000 40,000 CON • Funding Agency: Arcata, City of 51,000 1,000 50,000 TOTAL Comments: D/08/2004 ***** These are local non-state and non federal funds used for advancing the project through approved AB 3090 Agreement.

Provide reference to the original STIP project and reimbursement project under "Comments".

Regardless of whether the AB 3090 arrangement is for a replacement or reimbursement project, the project advanced using AB 3090 provision needs to be included in the FTIP if it is a regionally significant project and/or requires FHWA/FTA involvement. FHWA/FTA involvement may be in the form of federal funding approval and/or approval of environmental document.

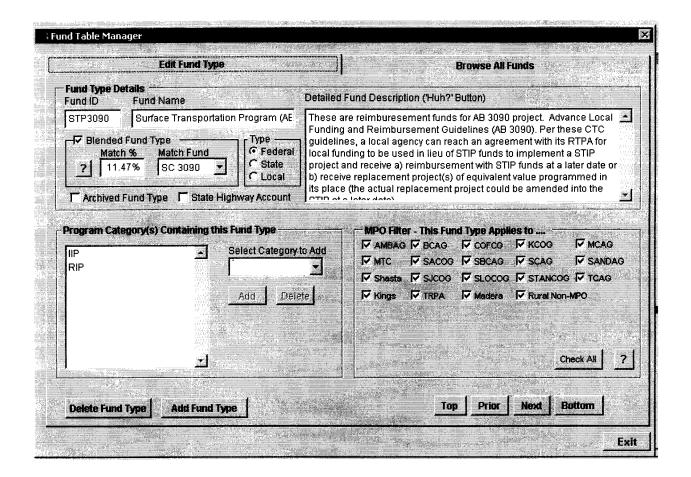
FTIP REIMBURSEMENT PROJECT FOR PROJECT ADVANCEMENT USING AB 3090

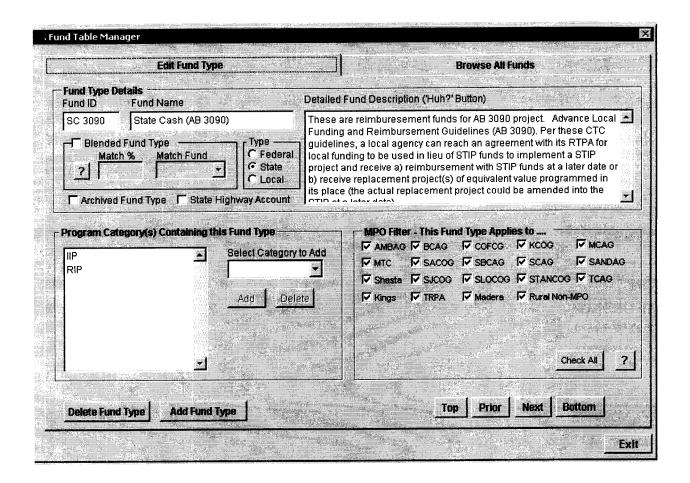
Rural Non-MPO - Federal Transportation Improvement Program

(Dollars in Thousands) Local Highway System

DIST:	01	COUNTY:	Hu mboldt C ounty	TITLE	(DESCRIPTION	V):				MPO Apro:	11				
ROUTE:		PM:		ST	STIP AB 3090 Reimbursement Project						State Apro: //				
PPNO:	64684	KP:									ru: 77				
EA:	6461 3516	MPO ID:													
CTIPS ID	: 230-0000-007	5													
IMPLEME	ENTING AGEN	Y: Arcata, C	ity of			PRJMGR:				EPATABLI	EllorINEX	EMPT CATEGO	JRY:		
		•	•			PHONE:									
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1	Active 10/	8/2004	MPOBAGDE (None)							10,000	10,000	1,000			
					PRIOR	04/05	<u>05/06</u> 8 8 0	06/07	07/08	08/09	09/10	BEYOND	TOTAL 880		
• Pund So	ource 1 of 2			PE			5 6 V	8,800					8,80		
• Pund Type: Surface Transportation Program (AB 3090)		rogram (AB 3090)	RIA! CON				0,000	35,000				35,00			
- Funding	Agency: Arcati	a, City of		TOTAL -			880	8,800	35,000				44,681		
					PRIOR	04/05	05/06	06,07	07/08	08/09	07/10	BEYOND	TOTAL		
• Pund Se	ource 2 of 2			PE			1 20						120		
	ype: State Cash	(OP 000 0)		RW				1,200					1,20		
• 170 114 1]	ppe. State Casii	(AD 303 0)		CON					5,000				5,00		
• Punding	g Agency: N/A			TOTAL	·		1 20	1,200	5,000				6, 320		
Projec	t Total	-			PRIOR	04/05	05/06	06/07	07/08	08/09	05/10	BEYOND	TOTAL		
				PE			1,000						1,000		
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				CON					40,000				40,000		
				TOTAL			1,000	10,000	40,000				51,000		

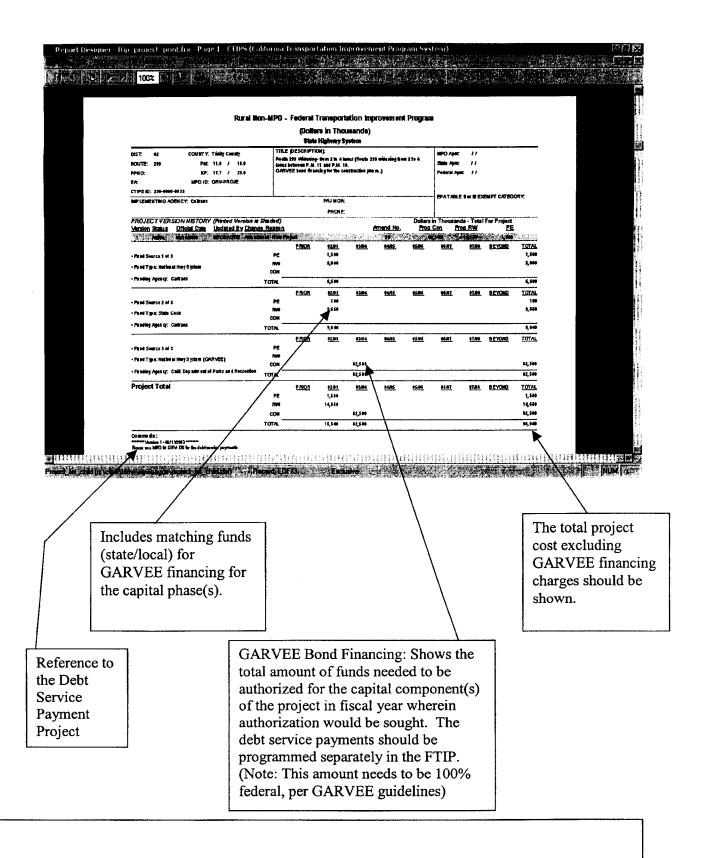
The programming is based on STIP reimbursement agreement approved by CTC. This project needs to programmed for AB 3090 Reimbursement arrangement only. This will be an AQ exempt project as it is essentially a fund reservation for future reimbursement.



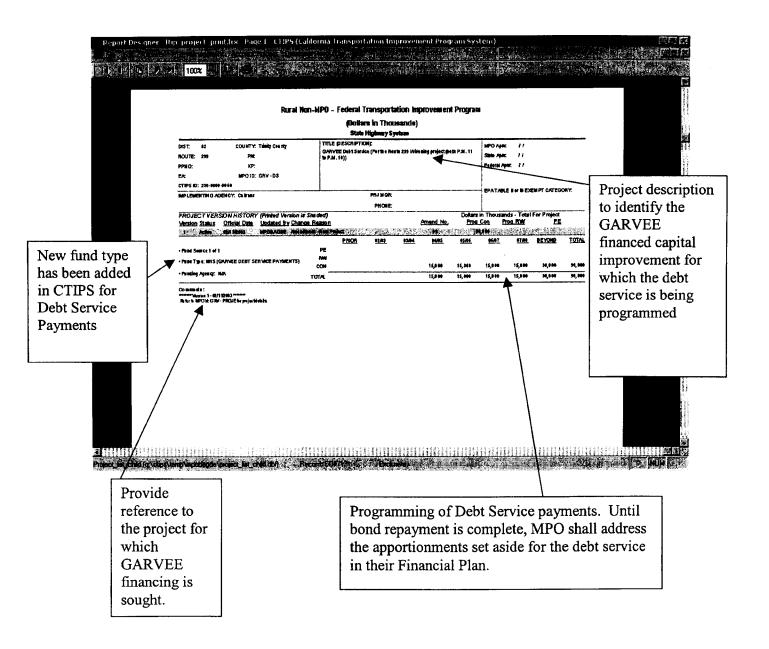


Excerpts from DRAFT GARVEE Guidelines related to Federal Programming

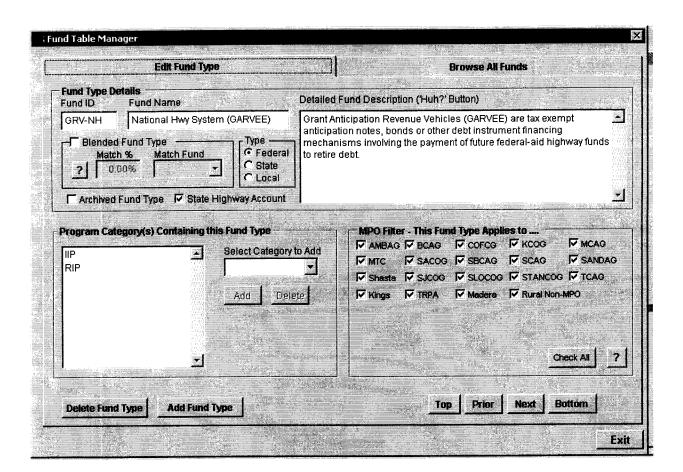
Metropolitan Planning Organizations (MPOs) may start the federal programming process for their GARVEE-financed project(s) prior to Commission approval of the GARVEE financing. However, the MPOs are cautioned that the FHWA and/or the Federal Transit Administration may not approve inclusion of the project(s) in the FSTIP until after Commission approval of the GARVEE financing and programming of the project(s) in the appropriate state document. In contrast to the STIP/SHOPP programming which is based on the annual amount of debt service over the term of the bond repayment, the FSTIP will reflect the total amount of funds needed to be authorized for the construction of the project in the federal fiscal year wherein the authorization would be sought, as well as the annual debt service payments. The debt service payments must be programmed separately in the FTIP, with the project description clearly identifying that the programming is for the debt service payment. The description must also identify the GARVEE-financed capital improvement for which the debt service is being programmed. Until bond repayment is complete, the MPOs shall address the apportionments set aside for the debt service in their Financial Plan.

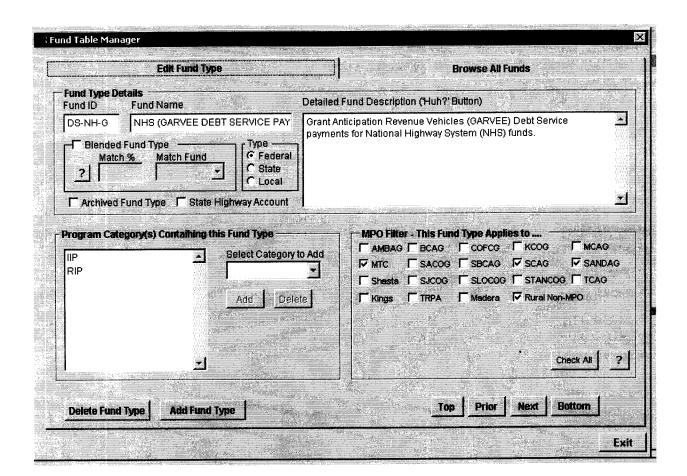


PROJECT DETAILS SHOWING TOTAL PROJECT COST



Project Details for Debt Service payments





The State, (MPO Name Here) and transit operators have implemented a project selection process for its Federal Transportation Improvement Program (FTIP) as required by Federal Regulations 23 Code of Federal Regulations (CFR) Part 450 and Title 23 United States Code (USC), and as outlined on the attached table. The State, (MPO Name Here) and transit operators have selected all of the projects in the first three years of the FTIP based on the attached table for Project Selection Procedures. It has been agreed by all member agencies represented by (MPO Name), the California Department of Transportation (Caltrans), and the transit operators per 23 CFR 450.332, that the projects within the first three years of the FTIP may be advanced within the triennial period of the Federal Statewide Transportation Improvement Program (FSTIP) subject to the conditions of the Expedited Project Selection Procedures outlined below.

The projects within the State Transportation Improvement Program (STIP) may be advanced subject to amendments approved by the California Transportation Commission CTC to the STIP. Caltrans and (MPO Name Here) agree the Caltrans State Highway Operation Protection Program (SHOPP) program manager may move projects within the adopted SHOPP document. The projects funded within the CMAQ program may be moved subject to (Insert MPO conditions)......

The projects funded within the RSTP program may be moved subject to (Insert MPO conditions).....

Caltrans Division of Local Assistance has implemented a project selection process for the Highway Bridge Replacement and Rehabilitation Program (HBRRP) and Hazard Elimination Safety (HES) program to produce the triennial FTIP listing of projects. This process was developed in cooperation with the implementing agencies, the FHWA, the MPOs, and HBRRP Advisory Committee. Caltrans, the (MPO Name Here) and the transit operators agree that the Caltrans Division of Local Assistance may move projects within the HBRR and HES list within the triennial cycle without amending the FTIP/FSTIP

(MPO Name Here) Executive Director's (or person designated by MPO Board) signature below acknowledges that advancing of projects under such agreement does not invalidate the financial constraint of its FTIP.

SIGNATURE BLOCKS

Project Selection Procedures - Consultation and Cooperation Requirements

Region	Project Type	Selecting Agency	Selection Procedure	Consulted/cooperating Agency			
Non- MPO	Projects on the National Highway System (NHS) <u>and</u> funded under title 23 USC	State	Consultation	Affected local officials			
	Projects funded with either FHWA Bridge (HBRR) or Interstate Maintenance (IM) Funds	State	Consultation	Affected local officials			
	Projects funded with Federal Lands Highway Program (FLHP) funds	Selected in accordance with 23 U.S.C. 204					
	Projects other than above funded with FHWA funds	State	Cooperation	Affected local officials			
	Funded by FTA	State	Cooperation	Affected local officials and transit operators			
Non-TMA MPO	Project funded with title 23 USC funds (other than FLHP) and FTA	State and/or Transit Operator	Cooperation	MPO			
	Projects funded with Federal Lands Highway Program (FLHP) funds						
TMA MPO	Projects funded with title 23 and Federal Transit Act funds – except: projects on the NHS, and HBRR, IM and FLHP funded projects	MPO	Consultation	State and Transit Operator			
	Projects on the NHS, and projects funded under the HBRR and IM programs	State	Cooperation	MPO			
	Projects funded with Federal Lands Highway Program (FLHP) funds	Selected in accordance with 23 U.S.C. 204					

(Note you should use the portion of the table that applies to your MPO only)